

WORKSHOP SESSION of the Town Council held Thursday, January 10, 2013 at 6:15 P.M. in the Burrillville Police Department, 1477 Victory Highway, Oakland, RI for and within the Town of Burrillville.

PRESENT: Council President Nancy F. Binns, Councilors Wallace F. Lees, Edward J. Blanchard, Kimberly Brissette Brown, John F. Pacheco III, David J. Place and Stephen N. Rawson

OTHERS PRESENT: Mark Adams, Kelly Cournoyer, Lareto Guglietta, Andrea Hall, Tom Kravitz, Denis Leahy, John Mainville, Susan Makar, Jeffrey McComick, Sandra Mundy, Lisa Nault, Edward Pienkos, Joseph Raymond and Michael C. Wood,

MEMBERS ABSENT: None

The purpose of the workshop is general overview and review, consideration and discussion of completed, pending and potential matters

1. Tour of the Burrillville Police Department

Several members of the Town Council and staff participated in a tour of the Police Station at 6:15 P.M.

2. Review, comments and Input by Michael C. Wood, Town Manager

Council President Binns convened the discussion at 7:00 P.M.

Michael C. Wood, Town Manager, introduced the discussion.

3. Discussion and consideration of pending matters and projects with Town Manager and administrative staff

Burrillville Police Department

Major Lareto Guglietta introduced Lieutenant Denis Leahy and reviewed the function of the Burrillville Police Department. There was discussion between the Town Council and Police Department staff.

Department of Public Works and Parks & Recreation Department

Jeffrey M. McCormick reported on the functions of the department of Public Works and the Parks & Recreation Department. Andrea Hall reviewed Parks & Recreation programs.

Planning and Economic Development

Tom Kravitz, Town Planner, discussed the role of Planner and Deputy Town Planner. Mr. Kravitz discussed the regulatory documents and public process involved in planning and economic development. Mr. Kravitz made a PowerPoint presentation.

Finance Department

John Mainville introduced members of his staff: Mark Adams, Susan Makar and Edward Pienkos. Mr. Mainville commented on department functions and reviewed the Management's Discussion and Analysis

that was provided to the town council.

There was discussion of Spring Lake Beach revenues.

Mr. Mainville outlined the role of the department. The matter was discussed.

Mark Adams described the role of the Treasurer's office.

Information Systems

Edward J. Pienkos commented on the support role of the Information Systems Department and listed town-wide functions.

Town Clerk

Louise Phaneuf outlined the department's mandates.

Extended Care

Kelly Cournoyer and Lisa Nault explained the administrative changes effected to make the program independent of the Parks & Recreation Department. Ms. Cournoyer described the program and its financial stability and reviewed multi-departmental cooperation. There was discussion of the program.

Jesse M. Smith Library

Sandra Mundy explained the staff, hours and function of the library. Ms. Mundy reviewed the change from quasi-municipal to municipal

department. Programs were reviewed. The issue of Sunday hours was reviewed.

Building & Zoning

Joseph Raymond commented on the department staff and their roles.

Conclusion

Michael C. Wood, Town Manager, concluded the discussion with general comments on the staff. Council President Nancy F. Binns thanked the staff for participating in the workshop and for their efforts on behalf of the community.

VOTED to adjourn at 9:06 P.M.

Motion by Councilor Wallace F. Lees. Seconded by Councilor Edward J. Blanchard. The vote was unanimous. Voting in favor of the motion were Council President Nancy F. Binns and Councilors Wallace F. Lees, Edward J. Blanchard, Kimberly Brissette Brown, John F. Pacheco III, David J. Place and Stephen N. Rawson.

The workshop was not recorded.

Louise R. Phaneuf, Town Clerk